Targeted Runoff Management Grant Application Form and Instructions

Postmark Deadline for Application:
April 17, 2006 for funding beginning January 2007

Further information and guidance are available for download via the DNR website at
http://dnr.wi.gov/org/water/wm/nps/grants/npsprogram.html

Questions? Contact: *Kathy Thompson at (608) 267-7568, e-mail: kathleen.thompson@dnr.state.wi.us.*

State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES

Jim Doyle, Governor
Scott Hassett, Secretary

101 S. Webster St.
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January 13, 2006

Subject: Grant Application for Calendar Year 2007 **Targeted Runoff Management** Projects

Dear Applicant:

The Wisconsin Department of Natural Resources (DNR) is accepting applications from governmental units for Targeted Runoff Management (TRM) grant funds to control nonpoint source pollution from urban or agricultural nonpoint pollution sources. The TRM Grant application form and instructions are enclosed. Local units of government from both inside and outside of Priority Watersheds are eligible to apply.

- These grant application instructions and form [Form 8700-300 (R 1/06)] are for TRM projects. They must be used together.
- An applicant may submit more than one project application. However, if more than one project is proposed on lands which are adjacent and under common ownership, the projects will be taken as a group when considering the monetary cap. Only ranked projects with a collective requested amount that is within the funding cap will be considered for initial selection. Other additional projects within such a group will be placed on a separate list to be awarded grant monies only after all other grants have been awarded.

Project applications will be reviewed and grants awarded through a competitive process. The *Nonpoint Source Scoring System Flow Chart* (Figure 1) is included to help orient you to the evaluation process that will be used in scoring applications.

This funding has certain limitations that you, as an applicant, should consider. These include:

- ✓ The project must involve construction or implementation of best management practices (BMPs) to control nonpoint source pollution. This funding can also be used for engineering services such as design and construction inspection.
- ✓ BMPs eligible for cost sharing under the TRM Grant Program are identified in Part I. Screening Requirements. The state cost-share rate ranges from 50% to 70%. The total state share of the project costs cannot exceed $150,000.
- ✓ The state will use a combination of state and federal funding sources to fund projects in this grant cycle. Please be aware that for projects funded with federal monies, those grantees must request final reimbursement no later than September 20, 2008.
- ✓ The state can only provide cost sharing for the water quality portion of a BMP designed to control runoff from existing development. Projects solely focused on new development, or to solve drainage and flooding problems, are not eligible for TRM funding. Cost-share allocations will be prorated for projects that combine eligible and ineligible components.
- ✓ If you are proposing a project that might require plan approval or a permit under chs. 30 or 31, Wis. Stats., you should discuss the project proposal with the DNR Water Management Specialist for your area before you submit your grant application. Ponds constructed in navigable streams or wetlands must have acquired the appropriate permit prior to submitting this grant application.
- ✓ If your project is selected for funding, DNR will require that the applicant submit the Environmental Hazards Assessment Form (DNR Form 1800-001) for any project that involves excavation or purchase of land or easements. Refer to Attachment H for more information.

- ✓ If your project is selected for funding, you will be required to submit evidence in a timely manner that you can provide the local share. DNR will not award a grant without this information.
- ✓ Grant periods will start January 1, 2007, unless special arrangements are made with DNR to start projects earlier.
- ✓ For Notice of Discharge (NOD) projects or projects that provide cost sharing for a notice issued under s. NR 151.09 or s. NR151.095, the project must be completed in accordance with the compliance schedule in the notification letter.
- ✓ DNR Runoff Management staff will review and score the grant applications. All applicants will be notified of the status of the project application in early fall 2006.
- ✓ Be aware that successful grantees are required to submit a Final Report summarizing the results of the project. Further details will be contained within the grant agreement.

To be considered for funding, submit <u>four printed and signed copies</u> of a completed application form [DNR Form 8700-300 (R 1/06)], postmarked by midnight April 17, 2006. Send the copies to:

Department of Natural Resources
attn: Kathy Thompson, WT/2
P. O. Box 7921
Madison, WI 53707-7921

Sincerely,

Gordon R. Stevenson, P.E.
Chief
Runoff Management Section

Mary Rose Teves
Chief
Grants Section

Targeted Runoff Management Grant
Grant Application Instructions

General Instructions. Make sure you have provided all the information required by this application. Under the authority granted by Wisconsin Administrative Code, DNR may deny consideration of submittals that are incomplete. This includes applications missing required information and projects that may be significantly delayed by DNR review to determine compliance of the project with other state laws, such as Chapter 30, Wis. Stats.

If you are filling in the form electronically, use the TAB key to exit a field so that it will automatically update. Otherwise, right click on a field and choose "Update Field." The Project Name will appear in the header after you view a Print Preview. Information will also appear in the Applicant Certification section after a Print Preview. Saving the file and reopening it will also cause the fields to update.

Unless otherwise noted, all citations refer to Wisconsin Administrative Code.

Application submittals must conform to the following:

- Four (4) signed copies of the completed application form must be post-marked by the deadline.
- All pages in the application, including maps, must be 8.5 x 11 inches in size.
- All application pages containing text must be printed **double-sided**; maps and photos must be printed single-sided.
- Each page must be numbered and contain an identifying project name that matches the name listed in the required "Project Name" field on the first page of the application.
- If you attach narrative responses on a separate sheet(s), each page must be labeled with the respective question description and number, attached to the end of the application form.

Contents of the Application

Part I. Screening Requirements. The information you provide in this part of the application is used by DNR to determine if the project meets basic eligibility criteria for funding under ch. NR 153. If the project passes this step, it will be reviewed and scored as outlined in the following sections.

Part II. Minimum Qualifications. A project can earn up to 71 points in this part of the application. Each question in this part of the application has a range of points that may be assigned. The project must be able to achieve the minimum number of points required for each question. Failure to achieve the minimum for any question in this part of the application will result in the project not qualifying for a grant.

Part III. Competitive Elements. A project can earn up to 103 additional points in this part of the application. There is no requirement to achieve minimum scores in this part of the application.

Part IV. Eligibility for Multipliers. Providing answers to this question is optional. An applicant can increase the final score of the project if there is a local implementation program within the designated project area.

Applicant Certification. The grant application form must include the signature of the authorized representative for the governmental unit which is sponsoring the project.

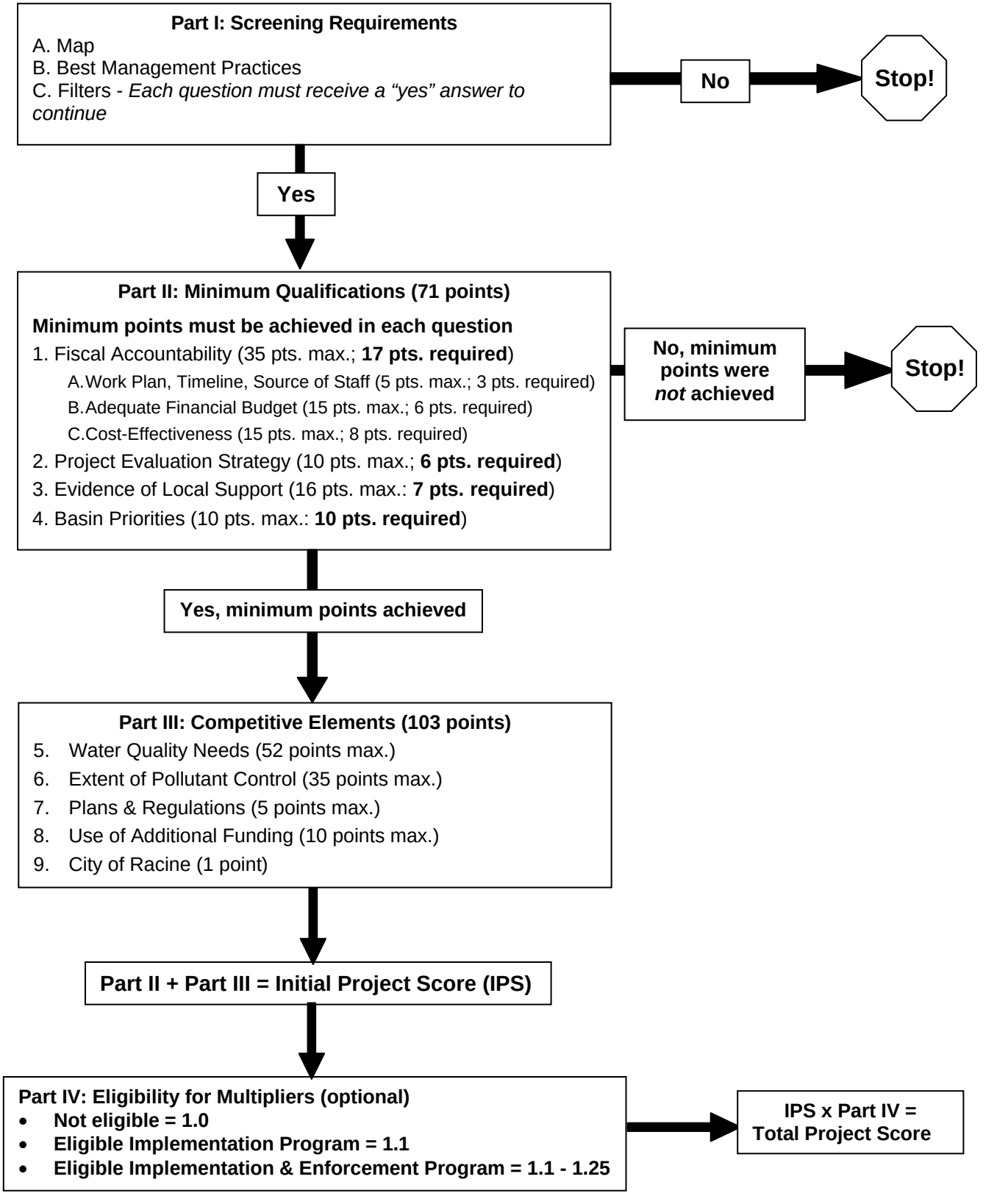
Scoring the Application. The application will be given a score based on your responses, Departmental knowledge of the project area, and the scoring criteria identified in each question. The preliminary score for any particular question will be adjusted if necessary to achieve better consistency between the intent of the question and the project as defined in the application.

Tips for a Better Application

- Read the entire application instructions, including attachments, prior to beginning your submittal to familiarize yourself with the eligibility criteria, application requirements and the scoring criteria that will be used to evaluate your submittal.

- Call your DNR Regional Nonpoint Source (NPS) Coordinator early. The Coordinators may be able to provide assistance in planning your project. **Attachment C: DNR Regional Nonpoint Source Coordinators** provides contact information.
- Before applying for a grant, spend some time discussing needs, goals and expectations with the whole stakeholder community. A little pre-planning will pay dividends down the road.
- Remember that funds from the DNR's Priority Watershed program or the Department of Agriculture, Trade and Consumer Protection (DATCP) may not be used to fulfill the local-share requirement.
- If a consultant fills out your application, be sure to check the completeness and accuracy of the information. Remember, as the grant applicant, you are responsible for the accuracy of the information provided on your application and fulfilling necessary requirements.
- ***AND MOST IMPORTANTLY: Ask questions if you don't know how to proceed or need clarification on such topics as eligible costs or grant administration procedures.***

Figure 1: Targeted Runoff Management Scoring System Flow Chart



Applicant and Project Information

This informational section collects data about the applicant and the project. Prior to filling out this section, you should review Part I to determine if the project will be eligible for a TRM grant.

Applicant Information

The Applicant must be a governmental unit. "Governmental unit" means any unit of government including, but not limited to, a county, city, village, town, metropolitan sewerage district created under ss. 200.01 to 200.15 or 200.21 to 200.65, Wis. Stats., town sanitary district, public inland lake protection and rehabilitation district, regional planning commission or drainage district operating under ch. 89, Wis. Stats., or ch. 88, Wis. Stats.

The Authorized Representative is the person authorized to sign contracts for the governmental unit. A consultant cannot be either the Authorized Representative or the Governmental Contact Person. If the Governmental Contact Person is the same as the Authorized Representative, write in "same."

Project Information

A. Project Name

The project name should be a unique identifier of this particular project.

B. Location of Project Area

Provide the county and minor civil division name (ex. Wrightstown, Village of) where the project area is located. List the town(s), range(s) (including whether it is east or west), section(s), quarter(s) and quarter/quarter(s) that comprise the project area. If all quarter/quarters for a section are included in the project area, enter "all" in the space provided for quarter/quarters. Provide the latitude and longitude for a point in the center of the project area. Also select the method for determining the latitude and longitude.

C. Project Summary

The project summary should communicate the essence of the project in a paragraph or two. This is a broad overview so the reviewer can immediately understand the fundamental nature of the project. Include nonpoint pollution sources this project will target, water quality need, and the BMPs for which you are requesting funding. If you want to provide additional information, include it as an attachment at the end of the application form.

D. Watershed

A watershed is a drainage area or basin in which all land and water areas drain or flow toward a central collector (such as a stream, river, or lake at a lower elevation). The watershed for a major river may encompass a number of smaller watersheds that ultimately combine at a common point. The state has been divided into 334 watersheds. See **Attachment A** for information about determining the watershed.

If the project is in more than one watershed, submit a separate application for each watershed, unless this application is for a street sweeper. The Department understands that street sweepers may at times operate across watershed boundaries and a separate application is not necessary.

E. Project Target

Certain parameters for TRM applications and grants are treated differently according to whether the project targets urban runoff or agricultural runoff. Throughout these Instructions, you will be alerted to the differences.

F. Request for Funding for "Total Maximum Daily Load" Implementation

Section 303(d) of the federal Clean Water Act requires states to develop water quality improvement plans, called "Total Maximum Daily Loads" or TMDLs, for impaired water bodies that are not meeting their beneficial uses. The goal of a TMDL is to set limits on pollutant levels to correct water quality impairments and achieve beneficial uses of water bodies through attainment of water quality standards. The U.S. Environmental Protection Agency (EPA) must approve each TMDL.

The State is charged with ensuring the necessary actions are taken so that the loading of the pollutant of concern does not exceed the TMDL and associated load allocations. To ensure the reduction goals in the TMDLs are attained, BMPs must be implemented and maintained.

If you are requesting funding for BMPs which will directly implement the goals (pollutant specific) of a public comment draft or an EPA-approved TMDL, check the "Yes" box. A list of Wisconsin's public comment draft TMDLs is available on the DNR web site at: http://dnr.wi.gov/org/water/wm/wqs/303d/Draft_TMDLs.html. A list of Wisconsin's approved TMDLs is available on the DNR web site at:
http://dnr.wi.gov/org/water/wm/wqs/303d/Approved_TMDLs.html.

If you are able to complete your TMDL-related project within 21 months of the start of the grant period, check the "Yes" box. If you check yes, there will be a wider array of funding sources available to you.

G. Request for Funding of Land Acquisition or Easements

Land acquisition and easements are eligible for TRM funding when in support of a BMP construction project and can be reimbursed retroactively or during the grant period, in accordance with **Attachment B**. The request for this funding must be included in the project application.

If land acquisition or easements are a part of this project, check the "Yes" box. If you are requesting funds for property acquisition (fee title or easement), you must submit a property acquisition proposal, as identified in **Attachment B,** with your TRM grant application materials.

H. Request for Retroactive Funding for Design Costs

Designs for which costs were incurred prior to submission of the grant application must conform with the requirements of ch. NR 154 to be considered for reimbursement. The design must be approved by the Regional NPS Coordinator, who will take into account the following elements:

1. Adequacy of pollutant control to protect surface water, groundwater and wetland resources in accordance with the objectives of a watershed plan. Applicable performance standards identified in ch. NR 151 may be considered and addressed in the detailed design.
2. Consistency with water quality provisions of Department-approved plans, such as priority watershed or lake plans, integrated resource management plans, remedial action plans or wellhead protection plans, or with existing local storm water management ordinances or plans that meet minimum Departmental requirements.
3. Structural integrity of the design.
4. Aesthetics.
5. The degree to which other environmental considerations are integrated in the proposal.
6. The adequacy of the provisions for long–term maintenance of the structural practice.
7. Other pertinent factors.

Retroactive design costs must be included in the total project budget.

I. Request for Funding for Force Account Work

Reimbursement of municipal staff for technical services is limited in accordance with Department of Administration guidelines. Refer to **Attachment D** for details.

J. Endangered and Threatened Resources, Historic Properties and Wetlands

Check the "Yes" boxes if you already know that these conditions are present. DNR will evaluate applications selected for funding to determine compliance with these related state laws.

K. Environmental Contamination

Check the "Yes" box if you already know that environmental contamination of the soil and/or groundwater or the potential for contamination is present in the project area.

L. Urban Projects Only: Pro-rating for Existing versus New Development

If you checked the "Yes" box, the default percentage is 100% since the entire project serves existing development. If you checked the "No" box, that is, the project area includes new development, attach to the application the land use information and flow data for the present and future conditions. Find the percentage of the project that serves existing development in the following way:

1. Identify the number of acres in the drainage area, categorized by land use, and identify which acres are existing urban areas and which are not. Existing urban area is defined as development at the time of the grant application where the buildings are already constructed and the site stabilized. It does not refer to areas only zoned urban.

2. Urban land use should be further categorized by commercial, industrial, institutional and/or residential (high, medium or low density) usage. Calculate the runoff volume using one of the following methods:

   - If using a model like SLAMM (Source Loading and Management Model for Storm Water Management) or the urban catchment model, P8 (Predicting Polluting Particle Passage (through) Pits, Puddles & Ponds), calculate the volume on an average annual basis. **OR**

   - If using the U.S. Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) model TR-55 (Urban Hydrology for Small Watersheds, 2nd Edition, release 55), calculate the volume for the 2-yr, 24-hr design storm.

3. Compare the volume from the existing urban land uses to the volume in the design condition. The design volume is based on the total runoff coming to the practice in the full build-out condition, using the average annual or the 2-yr, 24-hr event (depending on what method was used to estimate existing urban flows). Calculate a percentage and enter it into the application box.

Note: The water quantity or flood control features of a BMP are not eligible for cost sharing. To the extent known at the time of the application, such features should be taken into account in the budget table under Part II, 1.B.

M. Urban Projects Only: Alternative Funding Possibility

An urban project may be eligible for a Clean Water Fund Program (CWFP) loan, whether or not you apply for a TRM grant. The portion of the project not funded by TRM or even the local share may be eligible. This application can serve as a Notice of Intent to apply for CWFP loans. Check the box if you are interested in pursuing this loan (whether you receive a TRM grant or not). For more information, visit the website at http://dnr.wi.gov/org/caer/cfa/el/section/clean.html or call Becky Scott, CF/8, at (608) 267-7584.

Part I. Screening Requirements

This set of questions will determine if the project is eligible for the TRM grant program.

A. Map

Using a United States Geological Survey (USGS) Topographic Map or topographic map obtained from the DNR's WebView or Surface Water Data Viewer (8.5" X 11" copy), show the project boundaries and the perimeter of the project drainage area and the hydrologic unit. Also, show major roads, including road names, in the project area. If a USGS map is inappropriate, contact the Regional NPS Coordinator to agree on an alternative map submittal. Be sure to label the map with the project name. Failure to submit a map may result in removal of the application from further consideration. See **Attachment A** for more information about the DNR's map viewers.

Submittal of an aerial photo is also encouraged because it may enhance the reviewer's understanding of the project and its location. These are available through the DNR's WebView or Surface Water Data Viewer.

B. Best Management Practices (BMPs) for Which Funding is Requested

Check all of the BMPs for which funding is requested. If a specific BMP is not listed, check the "Other" box and enter the BMP name in the space provided. Before checking "Other," determine that the specific project components are consistent with the cost-share eligibility provisions in **Attachment D**.

C. Filters

The filters determine if the applicant is eligible to apply for a TRM grant. They are a means to measure whether an appropriate level of effort has been directed toward the success of the project. Applicants must be able to answer "Yes" or "N/A" (Not Applicable) to each of the questions to be eligible for a grant.

Filter 4 requires that the project not work at cross-purposes to the performance standards under ch. NR 151. This does not mean that only projects that address performance standards are acceptable. A project could be proposed for another purpose, such as thermal control or streambank restoration, provided the practice would not interfere with the governmental unit's ability to meet a performance standard at that location.

Filter 5 requires the applicant to contact the Regional NPS Coordinator prior to submitting the application. Only people listed in **Attachment C** are Regional NPS Coordinators. Permit issues and other potential obstacles to approval or eligibility of the proposed project can be discussed at this time. The Regional NPS Coordinator will help you determine if the proposed project is viable and eligible.

Filter 6 is specific for storm water ponds built in navigable waterways or wetlands. Experience has shown that approval for ponds is difficult to obtain and can result in a lengthy review that may jeopardize a governmental unit's ability to complete the project within the grant period. Consequently, the permit must be issued prior to application. For any project that may involve grading in or near a navigable waterway or wetland, such as streambank restoration, it is not a requirement that the chs. 30 or 31, Wis. Stats., permit be granted prior to submittal of the application. However, the project may not be funded if permitting issues are likely to significantly delay the project. If the project involves the construction of a pond in navigable waters, you must have the required permit, and enter the docket information, before you can submit the grant application.

D. Eligibility: Reason for Controlling Nonpoint Source Pollution in the Target Area

Section NR 153.14(2)(b) requires that projects control nonpoint source pollution in the target area based on any of the reasons listed. At least one item must be answered "Yes" for the project to be eligible for a grant.

Part II. Minimum Qualifications

The questions in this section determine whether the project is qualified to receive a TRM grant under the state guidelines. The project must be able to achieve the minimum number of points required for each question. Failure to achieve the minimum for any question in this part of the application will result in the project not qualifying for a grant. The maximum number of points attainable in Part II is 71.

	Points	
	Max	**Min**
Question 1. Fiscal Accountability	**35**	**17**

A. Timeline and Source of Staff *(Data for example only)*

	5	**3**

EXAMPLE 1

For each applicable milestone listed below, fill in the appropriate data:

Milestone	Target Completion Date (month/year)	Source of Staff
Completion of design	**4/07**	**Consultant**
Obtaining required permits	**6/07**	**Engineering staff & Consultant**
Landowner contacts	**2/07**	**Engineering staff**
Bidding	**2/07**	**Engineering staff**
DNR approvals	**5/07**	**Engineering staff & Consultant**
Construction contract signing	**5/07**	**Engineering staff & Contractor**
BMP construction	**6-7/07**	**Contractor**
Site inspection and certification	**8/08**	**Engineering staff & Consultant**
Project evaluation	**1/09**	**Engineering staff & Consultant**
Purchase street sweeper (urban only)		
Other (specify)		

Applications which provide a well-defined project timeline demonstrate that the governmental unit has planned the project extensively. This indicates that the project is ready to proceed and that it will be successfully completed within the grant period. Refer to **EXAMPLE 1**. **Attachment D** contains policies for eligible engineering services funding.

Scoring

At least three points are required under Part A to qualify for a grant.

Proposals which demonstrate a well-documented timeline and staffing plan will receive five points. Those projects with an incomplete or inadequate timeline or failure to identify staff will receive less than the number of points needed to qualify.

	Points	
	Max	**Min**
B. Adequate Financial Budget: *(Data for example only)*	**15**	**6**

An application presenting a more detailed budget demonstrates that the planning of the project by the governmental unit is more advanced compared to a general "guess-timate." If a project's budgetary projections are more solid, and it is virtually ready to bid, then the project is more likely to be successfully completed within the grant period.

The Cost-Share Worksheet is provided to help with understanding the principles of cost-share and funding caps. The results of these calculations are also used to determine the scoring for Question 8 – Use of Additional Funding.

Cost-Share Rates and Funding Caps

- The state cost-share rate for construction of urban and agricultural BMPs is 70% of eligible costs. Note that cost-sharing funds from the DNR's Priority Watershed Program or the Department of Agriculture,

Trade and Consumer Protection will be considered part of the state cost-sharing rate and not part of the local share.

- For urban projects, easement and/or land acquisition, storm sewer re-routing and removal of structures are all cost shared at 50%.
- For agricultural projects, easements are cost shared at 70%.
- If a BMP construction project is selected for funding, reasonable engineering services are eligible for cost sharing. Engineering services include design and construction management and inspection services. Refer to **Attachment D** for additional information regarding cost-share eligibility for engineering services. Additional conditions described in the attachment govern reimbursement for these engineering services when provided by municipal staff (force account work).
- The total state share of the project, including design, construction, construction services, easements and land acquisition, cannot exceed $150,000. Design costs can be incurred prior to submittal of the application, or receipt of the grant, but will only be reimbursed when submitting reimbursement requests for the construction of the project. Any design of urban BMPs must receive DNR approval as identified in s. NR 154.04(42).
- Cost sharing for high-efficiency street sweepers: Review the cost-sharing requirements for street sweepers in **Attachment D**. The amount eligible for cost sharing is the incremental difference between the cost of the new regenerative air, or vacuum-assisted sweeper and a new standard broom-type sweeper. Please also be aware that, in selecting the street sweeper BMP, additional non-cost-shareable measures to implement an accelerated sweeping program are required.

Economic Hardship

Some projects may be eligible for economic hardship. The maximum cost-share rate for economic hardship is 90%. If you (or landowners involved in the project) intend to claim economic hardship, identify your intent in this application by using a higher cost-share rate (greater than 70%) in the Cost-Share Worksheet.

EXAMPLE 2

Provide the following information for the project. The grant amount is capped at $150,000.

FINANCIAL BUDGET – TRM PROJECTS

A	B	C
Project Activity	**Estimated Total Cost ($)**	**Amount from Column B Eligible for Cost Sharing ($)**
Construction Components:		
Mobilization	**3,000**	**3,000**
Clearing & Grubbing	**8,000**	**8,000**
Erosion Control Systems	**2,000**	**2,000**
Excavation	**120,000**	**90,000**
Outlet Control Devices	**35,000**	**35,000**
Berms & Freeboard Shaping	**25,000**	**15,000**
Landscaping	**10,000**	**4,000**
1. Construction Subtotal	**203,000**	**157,000**
2. Engineering Services (including design)	**47,000**	**45,000**
3. Storm Sewer Reroute (Urban projects only)	**12,000**	**12,000**
4. Structure Removal (Urban projects only)	**-**	**-**
5. Subtotal [add rows 1-4]	**262,000**	**214,000**
6. Property Acquisition: Fee Title & Easement	**40,000**	**30,000**
7. Grand Total [add rows 5 & 6]	**302,000**	**244,000**

Financial Budget Table:

In the rows above "Construction Subtotal," provide the BMP construction components. Construction project components could include activities such as mobilization, site clearing, excavation, landscaping, etc. Enter the cost of each component in column B.

Row 1: Provide the "**Construction Subtotal**" for the construction project components listed.

Row 2: Provide the estimated "**Engineering Services**" costs in row 2. Engineering services could include design, construction management and inspection/certification services.

Row 3: If storm sewer rerouting is part of the project, provide the "**Storm Sewer Reroute**" amount.

Row 4: If removal of structures is part of the project, provide the "**Structure Removal**" amount.

Row 5: The "**Subtotal**" is the sum of rows (1) + (2) + (3) + (4)

Row 6: Provide the "**Property Acquisition**" amount for all property acquisitions (fee title or easements) included in the proposed project.

Row 7: The "**Grand Total**" is the sum of rows (5) and (6).

In column C, list the amounts from column B that are eligible for cost sharing. Column C may be less than column B if some or all of a component is ineligible. In **EXAMPLE 2**, some of the excavation and related costs are not eligible because the detention pond was over-sized to accommodate flood control capacity.

Additional budget table examples for an agricultural BMP project and a street sweeper purchase are provided at the end of the instructions for this question.

Cost-Sharing Worksheet

(EXAMPLE 2, cont.)

Eligible Costs:

Multiply the eligible costs (column C) by the percent for proration (if applicable) and the applicable cost-share rate. Enter the result in the column on the right.

		Prorate %	Cost-Share %		
8. Construction, engineering services, etc. (if other percent, specify)		90%	70%	$	127,260
Costs Specific to Agricultural Projects:					
9. Land Purchase (Fee Title)	$	-	50%	$	0
10. Agricultural Easements	$	-	70%	$	0
Costs Specific to Urban Projects:					
11. Property Acquisition: Fee Title & Easement	$30,000	90%	50%	$	13,500
12. Storm Sewer Rerouting		90%	50%	$	5,400
13. Structure Removal		90%	50%	$	0
14. Total Eligible Costs [sum (8) through (13)]				$	146,160
Cap Test:					
15. Maximum State Share [Lesser of (14) or $150,000]				$	146,160
State & Local Share:					
16. Requested State-Share Amount (Requested Grant Amount)				$	146,160
17. Local-Share Amount [row 7, column B less line 16]				$	155,840

Method(s) Used to Calculate Cost Estimates

Costs based upon construction of a similarly sized pond constructed last year, with cost adjustments based upon rate of inflation.

Agricultural & Urban Projects:

8. Total rows 1 & 2 from Column C and multiply by 70% (or up to 90% if economic hardship). If part of an urban project serves new development, prorate the amount by multiplying the cost by the percentage of existing development (from "Project Information" Question J).

Costs Specific to Agricultural Projects:

9. Enter the land purchase (fee title) portion of column C, row 6. Multiply by 50%.
10. Enter the easement portion of column C, row 6. Multiply by 70%.

Costs Specific to Urban Projects:

11. Automatic calculation: Row 6, column C (Property Acquisition: Fee Title & Easement) multiplied by 50% and the applicable prorate %.
12. Automatic calculation: Row 3, column C (Storm Sewer Rerouting) multiplied by 50% and the applicable prorate %.
13. Automatic calculation: Row 4, column C (Structure Removal) multiplied by 50% and the applicable prorate %.
14. Automatic calculation: Sum of rows 8 through 13. This is the INITIAL state-share computation. Next, determine whether the project exceeds the grant cap.

Cap Test

15. Automatic calculation: The lesser of row 14 or $150,000.

State & Local Share

16. Enter the amount requested in this application. This is the requested State-Share Amount. You may request a state share equal to, or less than, the amount entered in row 16. If you choose to ask for less than the maximum state share from row 14, the project will score additional points under Question 8. For instance, if you requested less than $146,160 in the above example, the project would be eligible for points under Question 8.
17. The difference between Total Cost and the State-Share Amount. [row 7, column B less row 16].

Method(s) Used to Calculate Cost Estimates

Briefly describe how the cost estimates were derived:

a) Average cost or range of costs.

A governmental unit determines an average cost per unit of materials and labor or a cost range for the installation of a BMP. A governmental unit may use its own experience, or information obtained from the Department or other sources, to estimate typical costs.

b) Competitive bids.

A governmental unit uses information obtained from past projects, or from this project, based on competitive bidding, where the governmental unit has identified criteria for determining acceptable qualifications and has selected the qualified contractor with the lowest bid.

c) Alternative labor sources.

The governmental unit uses its own employees or volunteers to install a BMP for landowners and land operators, if the employees or volunteers are able to perform the work at a cost lower than would be charged by the private sector.

d) Other cost estimate procedure.

The governmental unit has another cost estimate procedure that is at least as or more effective than the procedures listed above.

Scoring

At least six points are required to qualify for a grant.

Scores will be assigned based on the detail of the BMP construction project components identified and consistency of BMP installation costs with costs for the same practices in similar projects. Applications with detailed BMP construction cost estimates based on a completed design and competitive bids will receive 15 points. Applications with detailed BMP construction cost estimates based on a completed design and average costs or similar project costs will receive 12 points. Applications with detailed BMP construction cost estimates based on average costs or similar project costs, but with no completed design, will receive 10 points. Those applications with insufficient financial information and/or questionable cost estimate methods will receive fewer points.

EXAMPLE 3

FINANCIAL BUDGET – AGRICULTURAL BMP PROJECTS *(data for example only)*

A	B	C
Project Activity	**Estimated Total Cost ($)**	**Amount from Column B Eligible for Cost Sharing ($)**
Construction Components:		
Manure storage facility	**120,000**	**120,000**
Barnyard runoff control system	**15,000**	**15,000**
Well decommissioning	**2,000**	**2,000**
Access road & cattle crossing	**5,000**	**5,000**
Critical area stabilization	**10,000**	**10,000**
1. Construction Subtotal	**152,000**	**152,000**
2. Engineering Services (including design)	**5,000**	**5,000**
3. Storm Sewer Reroute (Urban projects only)	**-**	**-**
4. Structure Removal (Urban projects only)	**-**	**-**
5. Subtotal [add rows 1-4]	**157,000**	**157,000**
6. Property Acquisition: Fee Title & Easement	**20,000**	**20,000**
7. Grand Total [add rows 5 & 6]	**177,000**	**177,000**

		Prorate %	Cost-Share %		
8. Construction, engineering services, etc. (if other percent, specify)		100%	70%	$	109,900
Costs Specific to <u>Agricultural</u> Projects:					
9. Land Purchase (Fee Title)	$	-	50%	$	-
10. Agricultural Easements	$20,000	-	70%	$	14,000
Costs Specific to <u>Urban</u> Projects:					
11. Property Acquisition: Fee Title & Easement	$	90%	50%	$	-
12. Storm Sewer Rerouting		90%	50%	$	-
13. Structure Removal		90%	50%	$	-
14. Total Eligible Costs [sum (8) through (13)]				$	123,900
Cap Test:					
15. Maximum State Share [Lesser of (14) or $150,000]				$	123,900
State & Local Share:					
16. Requested State-Share Amount (Requested Grant Amount)				$	123,900
17. Local-Share Amount [row 7, column B less line 16]				$	53,100

EXAMPLE 4

FINANCIAL BUDGET – STREET SWEEPING PROJECTS *(data for example only)*

A	B	C
Project Activity	**Estimated Total Cost ($)**	**Amount from Column B Eligible for Cost Sharing ($)**
Construction Components:		
Bid cost of new regenerative air street sweeper	**220,000**	
Less: Cost of new broom-style street sweeper	**100,000**	
= Amount of expense eligible for cost sharing		**120,000**
1. Construction Subtotal		**120,000**
2. Engineering Services (including design)		
3. Storm Sewer Reroute (Urban projects only)		
4. Structure Removal (Urban projects only)		
5. Subtotal [add rows 1-4]	**220,000**	**120,000**
6. Property Acquisition: Fee Title & Easement		
7. Grand Total [add rows 5 & 6]	**220,000**	**120,000**

		Prorate %	Cost-Share %		
8. Construction, engineering services, etc. (if other percent, specify)		100%	70%	$	84,000
Costs Specific to <u>Agricultural</u> Projects:					
9. Land Purchase (Fee Title)	$	-	50%	$	-
10. Agricultural Easements	$	-	70%	$	-
Costs Specific to <u>Urban</u> Projects:					
11. Property Acquisition: Fee Title & Easement	$	90%	50%	$	-
12. Storm Sewer Rerouting		90%	50%	$	-
13. Structure Removal		90%	50%	$	-
14. Total Eligible Costs [sum (8) through (13)]				$	84,000
Cap Test:					
15. Maximum State Share [Lesser of (14) or $150,000]				$	84,000
State & Local Share:					
16. Requested State-Share Amount (Requested Grant Amount)				$	84,000
17. Local-Share Amount [row 7, column B less line 16]				$	136,000

	Points Max	Min
C. Cost-Effectiveness	**15**	**8**

For this application, cost-effective is defined as: Economical in terms of the tangible benefits produced by the money spent, when compared to other alternatives. Tangible benefits include pollution control, fish and wildlife habitat enhancement, enhancements to recreation, public safety, economical operation, economical maintenance and enhanced life expectancy of the BMP.

The Department is looking for evidence that you have either considered the cost and effectiveness of two or more alternatives or have explained why such an analysis of alternatives is not required or practical.

1.a. Primary Benefit: List the nonpoint source pollutants to be controlled by the project.

For example:

This project will reduce the suspended solids, nutrient and metals loading to the lake by constructing a wet detention pond at the bottom of the drainage area.

1.b. Secondary Benefits: If the project also provides secondary tangible benefits, indicate all that apply by checking the boxes.

For example:

If the wet detention pond will also provide benefits to nature and will be easier to maintain than alternative practices, then the appropriate boxes can be checked.

2. Cost-Effectiveness: Explain why the proposed project is cost-effective considering the environmental benefit(s) and cost of the project.

For example:

This detention pond will be designed in accordance with DNR Conservation Practice Standard 1001, Wet Detention, to achieve 80% reduction. Wet detention is accepted as a cost-effective method to control suspended solids and attached pollutants. There are no known site factors that would significantly increase the cost of a detention pond at this site.

3. Alternatives: An answer to only one of the two parts 3.a. or 3.b. is required. Present the results of your cost-effective analysis of alternatives (3.a.) or explain why such an analysis is not needed or is not feasible (3.b.).

a. 1) If multiple alternatives were considered for this project, fill out the Alternatives Analysis Table for at least two alternatives. Include the alternative that was ultimately chosen and for which this grant application has been prepared.

Note that the table requires information about the cost and reduction in either pollutant loading or pollution potential. Estimates for costs and changes in pollutant loading or pollution potential are acceptable. Essentially, tell us how this project will get the “biggest bang for the buck.”

To use the table, list the alternatives you considered, the estimated total dollar cost for each alternative you considered, and an estimate of the percent reduction in either pollutant loading or pollution potential. For urban projects, the reduction in pollutant loading must account for any bypassing that will occur. To calculate the cost-effectiveness ratio, divide the cost by the pollutant reduction percentage.

2) If the alternative with the lowest *ratio of cost to reduction in pollutant loading or potential* was not selected, explain why it was not selected in terms of feasibility, other mitigating factors, or the desire to achieve additional secondary benefits. If alternatives were not considered complete part b.

For example: (see the tables below)

In the Urban example, although alternative 3 has the lowest ratio, it is not being selected because private landowners will not cooperate.

In the Agricultural example, alternative 2 is more expensive, but was chosen because it is much more effective.

b. Explain why there is no other reasonable alternative to achieve the reduction in pollutant loading/potential or the secondary benefits checked above.

Scoring

At least 8 points are required to qualify for a grant.

No points are awarded for part 1 since it is providing information for the assessment of parts 2 and 3.

Up to five points can be earned for part 2. Scores will be assigned based on the adequacy of the relationship of the practice costs to significant levels of pollution control and other tangible benefits.

Up to ten points can be earned by completion of the Alternatives Analysis Table in part 3.a., using realistic estimates of cost and pollution control. At least two alternatives must be included in the table and one must be the alternative chosen.

If information is not provided in the Alternatives Analysis Table, convincing arguments in part 3.b. will be assigned up to five points.

The data in the examples are for demonstration only and differences may be exaggerated.

Urban Example

		Cost	Effectiveness	
	Alternative*	Estimated Amount	Estimated % of Pollutant Load Reduction	Cost-Effectiveness
1	Wet pond in public park	$ 150,000	80%	187,500
2	2 proprietary devices - road	$ 120,000	40%	300,000
3	2 MCTT on parking lots only	$ 120,000	80%	150,000

* BMP, practice, structure, etc.

Agricultural Example

		Cost	Effectiveness	
	Alternative*	Estimated Amount	Estimated % of Pollutant Load Reduction	Cost-Effectiveness Ratio
1	Earthen manure storage	$ 10,000	10%	100,000
2	Concrete manure storage	$ 50,000	80%	62,500
3				
4				

	Points Max	Points Min
Question 2. Project Evaluation Strategy	**10**	**6**

Evaluation is an important part of a nonpoint source control project. After the project is completed, you will be required to provide evaluation information about the effectiveness of the project. At a minimum, you must identify, under part A., one or more agricultural performance standards/prohibitions and/or other priorities. By doing so you are agreeing to track the pollutant loading changes or quantity of units managed by the project and to provide a description of these results in a final project report. The Department recommends including before and after photographs in the final report.

Note: For streambank erosion projects, applicants may calculate the change in pollution loading by estimating the tons of soil loss based on the length, height, and lateral recession per year for the site as well as visual assessment of the severity of the erosion. Applicants with streambank erosion projects may use the Natural Resource Conservation Service's formula, which can be found on the web at:

http://efotg.nrcs.usda.gov/treemenuFS.aspx?Fips=55025&MenuName=menuWI.zip

(Refer to Section I. F. 3. "Streambank Erosion" of the web page.)

Although funding for monitoring under part B. is not available at this time, additional points may be earned by monitoring effectiveness of the BMP or changes in the condition of the water resource. In order to earn these additional points, you must submit a 1-page summary of the monitoring strategy with this application. For projects that propose to do monitoring, a requirement will be included in the grant agreement stating so.

Scoring

At least six points are required to qualify for a grant.

If agricultural performance standards/prohibitions or other priority measurements are checked in part A, six points will be awarded.

Under part B., two points can be earned for projects that will monitor physical habitat, fishery, and other biological conditions. Two points will be assigned for projects that will include chemical monitoring. The 1-page summary of the monitoring strategy must be included to earn points in this part of the application.

No points are awarded for part C since it is for DNR informational use only.

	Points Max	Points Min
Question 3. Evidence of Local Support	**16**	**7**

AGRICULTURAL PROJECTS

This question assesses the level of commitment of the proposed project at this time by the governmental unit, landowners, and partners.

Governmental-unit support is assessed based on existing or potential regulatory action, level of prior pollution control planning and extent to which landowners have already been contacted about the project. Landowner support is assessed based on willingness to become involved in the project. The involvement of partners, in addition to the applicant and landowner, is assessed based on their commitment to provide resources (materials, equipment, staff, or financial resources) to the project and letters of support for the project.

In part A., the question provides consideration for situations where a Notice of Discharge (NOD) under NR 243, Notice of Intent (NOI) to Issue an NOD, or a notice of non-compliance (NON) under NR 151 has been issued or will be issued if necessary.

To earn the 16 points under part A.1, you must submit the materials specified under part A.1.b. If you answer "Yes" to parts A.1.a. and b., skip the rest of this question and go on to Question 4.

Scoring

The points for part A. are added to the points for part B. to determine the final score for this question. The maximum number of points that can be awarded for this question is 16. At least 7 points are required to qualify for a grant.

Part A. A maximum of 8 points is awarded for Part A.

However, if the boxes for part A.1.a ***and*** *A.1.b are checked "Yes", the project earns 16 points for the question and the scoring for Question 3 stops.*

If either of the boxes under Part A.1 is checked "No", then the Government Support portion of the score will be determined by the answers to part A.2.

Part A.2. Points will be awarded as follows:

Five points, for detailed pollution control plans,

or

Three points, if general pollution assessments have been conducted.

Three additional points, if the governmental unit has already contacted landowners about installing BMPs in the project area.

Part B. A maximum of 8 points is awarded for part B. Points will be awarded as follows:

Four points, if part B.1.a. is checked "Yes" (landowner willing to sign CSA)

or

Two points, if part B.1.b. is checked "Yes" (general interest from landowner).

Two additional points, if part B.1.c. is checked "Yes" and letters of support are attached to the application.

Part B.2. Points will be awarded as follows:

Two points, if B.2.a. and B.2.b. are checked "Yes" and letters of support are attached to the application.

URBAN PROJECTS

This question assesses the operational soundness of the proposed project at this time: (i.e., the level of pre-planning and initial groundwork, and the level of problem solving already accomplished). If the local share is already budgeted and if the community within the project area has already indicated its support, then it is more likely that the project will be successfully completed within the grant cycle.

Note: DNR recognizes that this application is due prior to the adoption of most governmental unit budgets. At a minimum, DNR expects the applicant to assure that every effort will be made to have this project presented and discussed as part of the budget development process. If the project is selected for funding, DNR will require firm evidence that the local share is approved by the governmental unit before the grant document will be drafted.

Landowner commitment is crucial for the success of the project. A letter of commitment from the landowner indicating willingness to sell land is strong evidence of support. Landowner commitment means that the landowner and governmental unit are currently involved in negotiations or the landowner has indicated an interest in entering into negotiations. Other less strong support includes letters from the neighborhood association, a civic group or an environmental organization voicing its membership's support.

Check the appropriate boxes on the form. If you answer "Yes" to part A.2., you must provide details for the information and education activities conducted.

Scoring

At least seven points are required to qualify for a grant. The maximum points possible is 16.

For Part A, points will be awarded as follows:

*Five points, if the local-share funds for the construction/installation expenses are already included specifically in an **adopted** budget,*

or

*Three points, if the local-share funds will be included in a **proposed** budget.*

Three additional points, if the governmental unit has already conducted public information activities within the project area for this practice.

For Part B, points will be awarded as follows:

Five points, if part B.1.a. is checked "Yes" (the governmental unit already owns the land on which the project is to be installed)

or

Three points, if B.1.b. is checked "Yes" (a signed letter of commitment from the landowner to sell or ease the necessary parcel is obtained and submitted).

Three additional points, if the governmental unit submits evidence of local support for the project.

	Points Max	Min
Question 4. Basin Priorities	**10**	**10**

Basin priorities include statewide priorities, such as Clean Water Act (CWA) s. 303(d) impaired waters, as well as those identified in the DNR State of the Basin reports.

A project is considered to be "directly dealing" with one of these waters if the location of the project is within the watershed and upstream of the listed waterbody, but not any farther upstream than the first impoundment for projects that manage sediment.

A. Clean Water Act s. 303(d) List of Impaired Waters

A project with water quality goals directly dealing with a waterbody (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of impaired waters, where the cause of the water quality impairment is nonpoint source pollution, **and** will reduce the type of nonpoint source pollutants for which the water is listed. Generally, these waters are identified as being in the “nonpoint source dominated” or “point source/nonpoint source blend” categories. See **Attachment A** for identification of 303(d) listed waters.

B. Outstanding and Exceptional Resource Waters (ORW/ERW)

A project with water quality goals directly dealing with prevention of degradation due to nonpoint pollution sources of high quality, recreationally significant waters, outstanding and exceptional resource waters as listed in s. NR 102.10 and s. NR 102.11.

C. NPS Rankings

Information needed to evaluate the basin priority from the NPS Rankings List is contained in **Attachment A**. Any project in a large-scale watershed, a small-scale watershed, lake watershed, or other area that is ranked high or medium on the NPS Rankings List, where the goals of the project are directly associated with the reason the watershed or lake is ranked high or medium on the NPS Rankings List. Small-scale watersheds are indicated as "ss" in the column labeled "Other Ranking Information" within the NPS Rankings List.

D. Amendment of NPS Ranking List Using State of the Basin Reports

Information in a DNR State of the Basin report indicates a need to amend the NPS Rankings List because the stream, stream segment, or lake in the project area is being affected by nonpoint sources of pollution. Supporting information from a State of the Basin report may be from the waterbody narrative, the watershed table, or the basin report recommendations.

This information can be used in the ranking of the project's waterbody if and only if the Regional NPS Coordinator documents the need and agrees to submit an amendment request to the respective basin plan for the waterbody of concern. The amendment approval, if available, and/or the request, shall be submitted with the application. The amendment request must come from the Regional NPS Coordinator and be supported by the Regional Water Quality Planner or biologist for that area. Contact the Regional NPS Coordinator for information concerning this question.

The primary source of information for this category is the State of the Basin reports provided by the Department. Some of these are available on the DNR website at http://dnr.wi.gov/org/gmu/gmu.html or from the Regional NPS Coordinator. For the Upper Chippewa, Lake Superior and Mississippi/Lower St. Croix basins, you will need to contact the Regional NPS Coordinator to obtain the most current information.

E. Amendment of the NPS Rankings List Using Other Data Sources

If you contact the Regional NPS Coordinator and it is determined that adequate data exists to request a ranking of high or medium for a waterbody that currently has not been ranked or has been ranked low on the NPS Rankings List, this category may be selected.

This additional data can be used in the ranking of the project's waterbody if and only if the regional office has collected the data, documented the need and the Regional NPS Coordinator agrees to submit an amendment request to the respective basin plan for the waterbody of concern. This is a time-consuming process and in most cases cannot be completed before the application is due on April 15th of the year the application is submitted. The amendment approval, if available, and/or the request, shall be submitted with the application. The amendment request must come from the Regional NPS Coordinator and be supported by the Regional Water Quality Planner or biologist for that area. Contact the Regional NPS Coordinator for information concerning this subject.

F. Sources of Information for Areas Not Included in State of the Basin Reports

For some border waters, there is no State of the Basin report (i.e., along the Mississippi River or the Great Lakes). For these situations, another governmental document, accepted by the Regional NPS Coordinator, can be used to classify the resource as having a significant nonpoint source pollution impairment.

G. Governmental Notices

The applicant has checked "Yes" to both parts (a) and (b) of Part II, Question 3, A.1.

H. Not Included in Other Categories

A project located in a watershed not assigned to another category above.

Scoring

At least ten points are required to qualify for a grant.

Each category (A-G) is worth 10 points if checked. If Category H is selected, no points will be awarded and the project will not qualify for a grant. If more than one category applies to the project, it will receive only 10 points.

Part III. Competitive Elements

The questions in this section will help to determine the quality of the project compared to other projects. These are extra points. However, when funding is limited, projects are ranked by total score and projects earning points in this section are more likely to be funded. The maximum number of points attainable in Part III is 103.

	Points
Question 5. Water Quality Needs	**52**

This question deals with the water quality need of the waterbody affected by the proposed project. Projects may address water quality needs associated with both rehabilitation and/or protection of surface water and groundwater.

One source of information to answer this question is the State of the Basin reports provided by the Department. Some of these reports are available on the DNR website at: http://dnr.wi.gov/org/gmu/gmu.html or from the Regional NPS Coordinator. For the Upper Chippewa Basin and Lake Superior Basin, you will need to contact the Regional NPS Coordinator to obtain the most current information.

For some border waters (along the Mississippi River or the Great Lakes), there is no State of the Basin report. For these situations, another governmental document, accepted by the Regional NPS Coordinator, can be used to classify the resource into one of the categories.

A project is considered "directly dealing" with a waterbody on the list if the location of the project is within the watershed and upstream of the listed waterbody, but not any farther upstream than the first impoundment for projects that manage sediment.

Surface Water Considerations:

A. Clean Water Act s. 303(d) List of Impaired Waters

A project with water quality goals directly dealing with a waterbody (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of impaired waters, where the cause of the water quality impairment is nonpoint source pollution, **and** will reduce the type of nonpoint source pollutants for which the water is listed. Generally, these waters are identified as being in the "nonpoint source dominated" or "point source/nonpoint source blend" categories. See **Attachment A** for identification of 303(d) listed waters.

B. Not Fully Meeting Uses

A project with water quality goals directly dealing with a waterbody (lake or stream) identified in a DNR State of the Basin report as not meeting or partially meeting designated uses due to nonpoint sources, but is not on the s. 303(d) List.

C. Threatened Waterbody

A project with water quality goals directly dealing with a waterbody (lake or stream) viewed as "threatened" by nonpoint sources in a DNR State of the Basin report.

D. Outstanding or Exceptional Resource Waters

Prevention of degradation due to nonpoint sources of outstanding or exceptional resource waters or high quality, recreationally significant waters as listed in s. NR 102.10 and s. NR 102.11, but not including waters listed as "threatened."

E. Surface Water Quality

A project with water quality goals directly dealing with prevention of degradation of surface water quality due to nonpoint sources. Waters in this category are neither high quality, recreationally significant waters nor "threatened waters."

Groundwater Considerations:

F. Exceeds Groundwater Enforcement Standard

A project with groundwater quality goals where representative information indicates nitrate levels are predominantly greater than 10 mg/L or there are comparable levels for other NPS contaminants. Representative information includes at least one sample per square mile, and of the samples taken, greater than 10% should exceed the enforcement standard.

G. Groundwater Quality

The project area is within a geological area defined in s. NR 151.015(18) as susceptible to groundwater contamination. See **Attachment G**.

H. Exceeds Groundwater Preventive Action Limit

A project with groundwater quality goals where representative information indicates nitrate levels are predominantly greater than 2 mg/L but less than 10 mg/L or there are comparable levels for other contaminants. Representative information includes at least 1 sample per square mile, and of the samples taken, greater than 10% exceed the preventive action limit.

Identify the water quality need category that best describes what the project will address by checking the box on the application form. Only one category should be selected for a project.

Scoring

Points will be awarded as follows:

- *Category A: 45 points*
- *Category B: 20 points*
- *Category C: 20 points*
- *Category D: 12 points*
- *Category E: 6 points*
- *Category F: 30 points*
- *Category G: 25 points*
- *Category H: 20 points*

Bonus Points (7 maximum points)

In addition to the points awarded for the water quality need, a project with water quality goals relating to control of nonpoint source contaminants in public drinking water supplies may earn up to seven bonus points.

For projects in areas where the public drinking water supply is groundwater, the applicant must have selected from category F - H above, and the project must be located in or reduce NPS pollutants to the wellhead protection area to earn bonus points.

For projects in areas where the public drinking water supply is surface water, the applicant must have selected from category A - E above, and the project must be located within the source water assessment area that drains to the drinking water supply. See **Attachment F** for a map showing the bonus point designations for source water assessment areas (for surface water).

Scoring

Four bonus points will be awarded if the project protects one wellhead protection area and seven bonus points will be awarded if more than one wellhead protection area is protected for groundwater drinking water sources.

If the project will affect a surface water drinking water supply, then the bonus points will be awarded as defined in Attachment F.

	Points
Question 6. Extent of Pollutant Control	**35**

This question rewards projects that address agricultural performance standards or prohibitions listed in ch. NR 151. All NOIs and NODs under NR 243 are assumed to be addressing an agricultural performance standard or prohibition. This question also rewards projects necessary for storm water management in the City of Racine to meet a performance standard.

Projects which address water resources management priorities, other than those identified above, will receive fewer points. Applicants must describe the priority and how the project addresses that priority. Other priorities could include:

- A performance standard listed in ch. NR 151 in an area where compliance is optional.

- A pollution source for which there is no performance standard listed in ch. NR 151. An example is a project to control streambank erosion or meet a thermal standard.
- Local water resources management priorities.

Additional points can be earned if the applicant demonstrates **both** of the following:

- The applicant has quantitative data that ranks the relative severity of pollution sources affecting the water resources to be benefited by the proposed project,
- The proposed project addresses a pollution source in the top 50% of a ranked list that is arranged from highest to lowest in pollutant generation.

Analysis areas within which pollution sources are ranked may be on a watershed, sub-watershed, or municipal scale. Ranking must be based on pollutant loading or other factor that allows comparison of pollution sources. Relative rankings may be within a single pollution category (such as a ranked list of all barnyards within the analysis area based on phosphorus loading) or may be for all sources contributing a specific pollutant (such as a ranked list of all streambank erosion and cropland erosion sources within the analysis area). Data may be documented in a file report, an approved plan, or a published document.

Scoring

- *If the project addresses an agricultural performance standard or prohibition or is necessary for storm water management in the City of Racine to meet a performance standard, it will be awarded 30 points.*
- *If the project addresses some other water resources management priority and the required information is provided, it will be awarded 5 points.*
- *Five additional points will be awarded if quantitative planning data exists, the project targets sources in the top 50% of the ranked pollution source list, and the applicant provides references to the applicable planning data.*

	Points
Question 7. Consistency with Resource Management Plans	**5**

Applicants following approved resource management plans are more likely to have a successfully implemented project. Locally approved resource management plans could include, but are not limited to, county land and water resource management plans, storm water management plans, wellhead protection, lake management, and remedial action plans.

Summarize, in the space provided, which water quality recommendation in the approved resource management plan the proposed project will implement.

Scoring

Five points will be awarded for existing, approved resource management plans that directly support the proposed project in this application.

	Points
Question 8. Use of Additional Funding	**10**

Applicants are encouraged to coordinate and leverage funds from a variety of sources (federal, state, local, etc.) for their projects. To this end, additional points can be earned by requesting TRM funding that is lower than the maximum allowable.

Based on completion of the Financial Budget Table in Part I [row 16 of the "Cost-Sharing Worksheet"], the project may receive additional points proportionate to the amount by which the applicant intends to lower the eligible state share requested. Both questions must be answered "Yes" to score points for this question.

Funds to meet the required local share included in the proposed grant application are not considered for additional points. If additional funding sources reduce the local share but do not decrease the state share, then the application will not receive extra points. Note that cost-sharing funds from the DNR's Priority Watershed Program or the Department of Agriculture, Trade and Consumer Protection will be considered part of the state share and not part of the local share.

If economic hardship is a factor in this application, then the allowable cost-share rate may be higher. The state share must be below the $150,000 cap AND less than the maximum cost-share rate. The local-share percentage is not relevant here.

Scoring

Applicants must reduce the state share to a level below the maximum possible funding level to receive extra points. Scores will be assigned proportionately based upon the degree to which state funding is reduced below the eligible, maximum cost-share rate and the cap.

For every percentage-point reduction in the maximum state cost-share rate, you will receive a half point, up to a maximum of 10 points. For example, in Question 1, the maximum state share for the urban project example is $146,160 – which is a state share of 60% [$146,160/$244,000]. Requesting the maximum of $146,160 provides zero points here.

If, instead, you only ask for $100,000 in state share, the effective rate would be 42% [$100,000/$244,000]. Since 42% is a reduction of 18 percentage points (60% possible vs. 42% requested) in the maximum state cost-share rate, the project would receive 9 points.

As another example, if the project costs were below the grant cap, the calculation would be: total eligible project costs = $100,000; 70% cost sharing yields a maximum of $70,000. If you asked instead for a lower amount, $60,000, that would mean cost sharing of 60%, or a reduction of 10 percentage points from the maximum – which would provide 5 points for this question.

	Points
Question 9. City of Racine	**1**

Check the box on the application form if this is an application from the City of Racine for a project that is necessary to enable the city to comply with a storm water permit requirement.

Scoring

One additional point will be awarded if applicable.

Part IV. Eligibility for Multipliers

Completion of this part of the application is optional. However, an applicant can increase the final project score by qualifying for a project multiplier.

The project score multiplier will be used to increase the initial project score for projects where additional activities are conducted that implement a broader runoff management program. The multiplier consists of two basic parts: the local implementation program and the local enforcement program. The Department will use the information provided on the application worksheet to determine whether a multiplier is appropriate. If the project does not qualify for a project multiplier, the initial project score will be the final score.

In considering local regulations, credit may be taken towards the enforcement portion of the multiplier as long as the regulation does not contain variance clauses that significantly weaken the regulation. Refer to NR 153.19(4)(b)3.c.

Provide a copy of the current ordinances with the application form or a website where the ordinances can be viewed (preferred). If you are submitting more than one application, do not submit multiple copies of the ordinances.

Instructions for Agricultural Projects

If you check "Yes" for all of the items in part A., and provide the document information, proceed to part B.

For each performance standard listed in part B., determine if there is a local regulation that requires compliance. If there is an applicable local regulation, then determine whether the local regulation fully implements (provides full coverage) or partially implements (provides partial coverage) the standard and check the appropriate box.

Full Coverage. A local regulation is considered to provide full coverage if the regulation requires compliance with a state performance standard or prohibition everywhere within the governmental unit that the state standard/prohibition applies. For example, the sheet and rill erosion standard applies to all croplands in the county. If the local regulation requires all croplands in the county be farmed to “T,” then full coverage credit can be claimed. Note that some state standards, such as clean water diversions and unconfined manure piles, apply only to the Water Quality Management Area (WQMA). In these cases, the local regulation need only apply to the WQMA to achieve full credit.

Other examples of local regulations that can claim full coverage:

- A manure storage ordinance that regulates the construction of all new storage units and substantial alterations to existing units applies county-wide and meets the requirements of s. NR 151.05(2).
- A regulation that prohibits unconfined manure piles in the water quality management area and meets the requirements of s. NR 151.08(3).
- A regulation that requires clean-water diversions in the water quality management area and meets the requirements of s. NR 151.06.

Partial Coverage. A local regulation is considered to provide partial coverage if the regulation requires compliance with the state performance standard or prohibition, but not at all of the sites required by the state law. For example, if the local sheet and rill erosion standard only applies to croplands where nutrient management is required, then only partial coverage can be claimed. Another example is a local prohibition on direct discharges from animal waste facilities exceeding a specified number of animal units. This situation only receives credit for partial coverage since the state standard covers direct discharges from all livestock facilities, regardless of size.

Instructions for Urban Projects

If you check "Yes" for all of the items in part A, proceed to part B.

In part B., both items (B.1. and B.2.) must be true before the project may score points in part B.3.

Note: Part A.2. — Implementation of an urban pollution prevention information and education program targeted for property owners and other residents addresses such things as management of tree leaves and grass clippings, fertilizer and pesticide management, pet waste management and restrictions on dumping and illicit discharges into the storm drain system.

Scoring

The general process for determining the multiplier is similar for agricultural and urban projects. If the project earns the multiplier for the local implementation program, then the project may be credited with additional multiplier points for the local enforcement program. The factor for the local implementation program (0.1) is added to the factor for the local enforcement program (up to 0.15) to determine the final multiplier. The multiplier, if earned, will range from 1.1 to 1.25.

In earning credit for the agricultural enforcement multiplier in part B., elements that provide full coverage will be credited 0.015 each. Elements that provide partial coverage will be credited 0.008 each.

In earning the credit for the urban enforcement multiplier, 0.03 will be credited for each of the five items that are checked in part B.3.

Optional Additional Information

There may be aspects of the project that do not fit neatly into the categories covered by this application, but will lead to a better understanding of the project by the grant application reviewers. Enter this information in the space provided.

Applicant Certification

An Authorized Representative must sign and date the application form prior to submittal to the DNR. All four copies must include the Authorized Representative's signature.

Attachment A: Basin Priority and Water Quality Needs Information for Watersheds

There are two ways to obtain the necessary 303(d) List (impaired waters) and NPS Rankings information to answer Questions 4 and 5. You may review:

1. **DNR Excel files:** Use the two Excel files included in the zipped file downloaded from the website with the application.

   How to use the files:

   Watershed ID and NPS Ranking: The file named "**nps_rankings.xls**" is a software application to help you identify the watershed ID and nonpoint source ranking information for the project area. When you enter the Section, Range, Township information pertaining to the project area, the program will identify the watershed ID and display the appropriate nonpoint source ranking data.

   303(d) Listed Waters: To identify 303(d) listed waters, consult Excel file "nps_rankings.xls" to first determine the watershed ID for this project area and whether the watershed includes an identified impaired waterbody. A “Yes” in the last column will indicate that there are waterbodies within the watershed that are listed as impaired waters or 303(d) listed. However, the last column does not answer the question as to whether the waterbody affected by *this* project is 303(d) listed.

   To answer that question, open Excel file "**impaired_waters.xls**." This file presents the subset of the state's most recent 303(d) List and contains waterbodies that are impaired due to nonpoint source contaminants. It includes the waterbodies and the pollutant(s) causing the impairment. Locate the applicable **county** and look to see if the particular **waterbody** pertaining to the project is listed and if the project will address the nonpoint source **pollutants** causing the impairment. If it is not listed, then the project is not affecting a 303(d) listed waterbody and no points will be awarded under this category in Questions 4 and 5.

2. **DNR maps:** The Department is transitioning to a map-based system of information sharing. Instructions for finding data in DNR’s WebView or Surface Water Data Viewer are included on the next page of this attachment. (Although every effort has been made to ensure that the datasets match, in case of a discrepancy, the tablular data in the Excel files will prevail. Please report any discrepancies you find.)

If you need additional help, please contact your Regional NPS Coordinator listed in Attachment C.

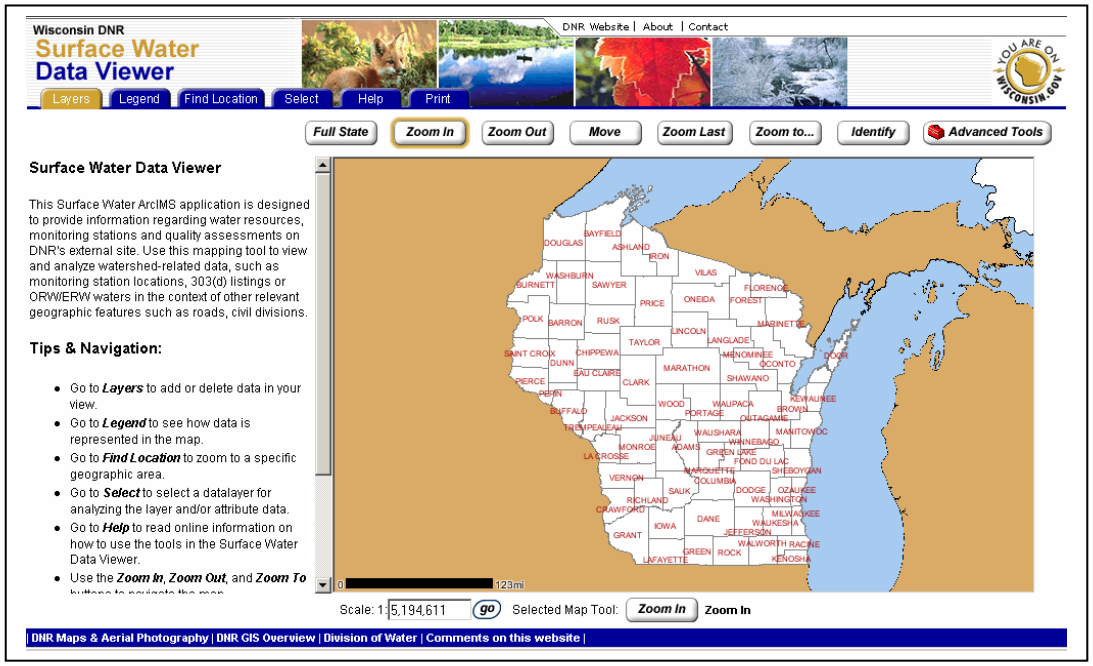
Attachment A. Basin Priority and Water Quality Needs Information for Watersheds, cont.

DNR's WebView & Surface Water Data Viewer

To aid you in obtaining the necessary geographic and water resources information, you can look up map information on DNR's website on the Surface Water Data Viewer (SWDV) or DNR WebView. The SWDV is a subset of WebView and provides information about water resources; i.e., 303(d) waters and NPS Rankings. The following instructions will help you get the basic map layers set up so you can also find things, such as the township, range, section, or the name of your receiving water.

1. Go to http://dnr.wi.gov/org/water/data_viewer.htm
2. Choose Surface Water Data Viewer Mapping Application on the left side.
3. Make sure that the Zoom In button at the top of the map is selected (outlined in yellow).
4. Draw a small square with the mouse over the general area of your project on the state map. [You can also use the Zoom To button.]
5. To fine tune the area of the map, once you are in the general area you want, use the Zoom In button at the top of the map.
6. Across the top of the Data Viewer (under the pictures) are tabs. Click on the **Layers** tab. In **Layers**, scroll down on the left and click on the names to open up these folders: ***Inland Water Resources, Resource Management Data*** and ***Land Description & Cadastral***
7. In ***Inland Water Resources***, click the boxes for 24k Watersheds, DNR Water Mgmt Units and Rivers & Streams.
8. In ***Resource Management Data,*** click the boxes for Impaired Waters (303d) and Outstanding & Exceptional Waters.
9. In ***Land Description & Cadastral***, click in all three boxes: PLSS Townships, Section and QQ. [note: if a box is grayed out, that means you need to Zoom In for a closer look. At sufficient magnification, the check box will become enabled.]
10. ***Imagery & Basemaps*** may be useful for pinpointing your project area. Under this category, click on Digital Air Photos. (Digital Topographic Maps may also be useful, but if you want to see the aerial photo, digital topo maps need to be off').
11. Click on the Identify button and then on the map location you are interested in to view information about that point.
12. If you do not see the necessary 303(d) list and NPS rankings information on the left of the screen, you probably need to zoom in more.

NOTE: For an uncluttered view inside a city boundary, in **Layers**, scroll to folder ***Admin & Political Boundaries***, and uncheck the Cities and Villages box by clicking on it.



Attachment A. Basin Priority and Water Quality Needs Information for Watersheds, cont.

The results will appear on the left side and might look something like this (you can scroll to see all of the data, or choose to print it.):

Coordinate Position

Lat/Lon: 88°18' W
43°14' N

UTM (x, y): 393355, 4788225
(zone 16)

WTM: 656931, 308769

100K Rivers and Streams

Stream Code: 1

Civil Towns

MCD Fips Code: 24225
Name: Erin
City Class Code: 0
Area (Sq. Miles): 36.28
MCD Type Code: T

24K Watersheds

Name: Oconomowoc River
Priority Watershed Status Code: C
NPS Priority Watershed Year: 1983
Watershed Code: UR09
NPSRANK ALL: High
NPSRANK STREAM: NA
NPSRANK LAKE: NA
NPSRANK GROUNDWATER: High

DNR Water Mgmt Units

Name: Upper Rock
Water Mgmt Unit Code: UR
Water Mgmt Unit No.: 22

PLSS Townships

PLSS DTRSQQ Code: 409180000
PLSS Range Direction Code: 4
PLSS Township: 9
PLSS Range: 18
PLSS Description: 09N18E

County Boundaries

Name: Washington
County FIPS Code: 131
DNR County Code: 67
DNR Region: Southeast Region

303D Rivers and Streams

WT_303D_TMDL_ID: 142
TMDL_WATERBODY_NAME: Flynn Creek
COUNTY_NAME: Washington
PLSS_DESC: T09 R18E S26
WBIC: 852800
STREAM_MILE_RANGE_TEXT: 0-6
TOTAL_MILE_AMT: 6
GAZATTEER_PAGE_NO: 38
CURRENT_USE_CODE: LFF
POTENTIAL_USE_CODE: WWFF
CODIFIED_USE_CODE: WWSF
POLLUTANT_USE_CODE: sed
IMPAIRMENT_USE_CODE: dhab
PRIORITY_RANK_CODE: low
CONTAM_SEDIMENT_FLAG: N
ATMOSPHER_DEPOSIT_FLAG: N
HABITAT_DOMINATE_FLAG: N
NPS_DOMINATE_FLAG: Y
PT_SRC_DOMINATE_FLAG: N
NPS_PT_SRC_BLEND_FLAG: N

Attachment A. Basin Priority and Water Quality Needs Information for Watersheds, cont.

Other Information Sources

303(d) List of Impaired Waterbodies
The following link provides another source of information to determine if your project site is located on the Wisconsin DNR's most recent list of impaired waterbodies (the 303(d) List, as required by the Clean Water Act).

http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html

From the 303(d) List, you can determine the following for each site:

1. Watershed Code (sixth column from left for each list)
2. If the site is on the 303(d) list (Yes or No). On the far left, look for an X under the columns for NPS Dominated or Point/NPS Blend. Only those waterbodies that have an X in these columns are counted for this program.
3. The Water Body Identification Code (WBIC; third column from left for each list, if applicable)

Outstanding and Exceptional Resource Waters (ORW/ERW)
You can also find information about ORW/ERW at: http://dnr.wi.gov/org/water/wm/wqs/. There are both an alphabetical listing and a listing by county.

Attachment B: Property Acquisition-Fee Title or Easement

Disclaimer: This attachment contains a summary of the administrative rule requirements. Where discrepancies exist, the provisions of the rule will govern.

Property acquisition is eligible for funding within the context of TRM Projects. The following information should be reviewed before you submit your application. **Please note that you need to submit an acquisition proposal as defined below if you are requesting funds for Fee Title or Easement purchase with your grant application.**

Eligibility Requirements:

- Purchase of Property in Fee Title

  Land may be purchased in fee title through a TRM project to support structural urban BMPs including detention basins, wet basins, infiltration basins and trenches, and wetland basins.

- Purchase of Conservation Easements

  Conservation easements that are purchased through an urban TRM project must support structural urban BMPs including detention basins, wet basins, infiltration basins and trenches, and wetland basins. Conservation easements purchased for an agricultural project must be used to support one or more of the following:

  - ✓ critical area stabilization;
  - ✓ riparian buffer;
  - ✓ wetland restoration;
  - ✓ structural urban best management practices;
  - ✓ any other best management practices specified as eligible for easement support in an approved runoff management grant; or
  - ✓ animal lot relocation as described under s. NR 153.24(2)(f).

Ownership of Property in Fee Title or Easement: A governmental unit that is sponsoring a TRM project will hold title to the property and assumes all the implied responsibilities once the property or easement is purchased through a TRM grant in perpetuity (permanently).

Appraisal Requirements: All properties must be valued in accordance with s. NR 153.25(3)(b) to be eligible for reimbursement. Appraisals are not required until after the grant has been awarded. All appraisals used for easement or fee title acquisition for a TRM project must be reviewed by the Department, prior to any negotiations with the landowner. Contact the Regional NPS Coordinator to arrange for a review.

Please note: If you are applying for a grant to offset the cost of real estate purchased before January of the grant year and that purchase was based upon a valuation that does not comply with these requirements, then the property must be re-valued and the new appraisal must be approved by the Department before the Department will issue the reimbursement under the grant.

You may find additional information on the Department's website at:
http://dnr.wi.gov/org/caer/cfa/grants/forms/LandAcqGuidelines.pdf

Cost-Share Rates

- Fee Title: Purchase of land will be funded at up to 50% of the appraised value.
- Easements: Urban easements purchased through a TRM project will be funded at up to 50% of the appraised value. Agricultural easements will be funded at up to 70% of the appraised value.

Eligible acquisition costs include the cost of appraisals, land surveys, relocation payments, title evidence, recording fees, historical and cultural assessments as required by the Department and environmental inspections and assessments. Refer to s. NR 153.24(3)c).

Grant timing: If you are applying for funds to purchase land (fee title purchase), you may apply for funds to cover a purchase to be made during the project period or to cover a purchase made prior to the project period. In either case, funding will only be granted in the event that funding for BMP construction is also granted. Stand-alone funding will not be granted for the acquisition of easements or fee title purchase of property.

Attachment B. Property Acquisition – Fee Title or Easement, cont.

Acquisition Proposal Required: If you are requesting funds for property acquisition (fee title or easement), you must submit a property acquisition proposal with your application materials. The acquisition proposal must include the following information:

- Maps showing the proposed acquisition:
  - ✓ County map
  - ✓ Plat map showing the location (minor civil division, town, range, section, quarter section and parcel number, site address(s), and intersecting roads)
  - ✓ Project or land use planning map

- The purpose of the land acquisition and how it will help meet project goals. Identify the structural urban best management practice that will be constructed on the property.

- General time frame for land acquisition:
  - ✓ Indicate if you requesting funds for an acquisition that would be made after or before the runoff management grant is issued (approximately January 1 of the grant year).

Note that if the acquisition has already been made, indicate if the valuation meets the requirements of s. NR 153.25(3)(b).

- Size of acquisition including the number of parcels, number of improved parcels and acres.

- Land management information including:
  - ✓ List of owner-occupants or tenants that occupy the property, and information indicating that the sellers are willing. (Funds may only be used to purchase property from willing sellers.)
  - ✓ Identify if relocation plans will be needed in accordance with chapter Commerce 202.
  - ✓ Roles of other governmental units in future property management.
  - ✓ Estimated acquisition and annual property maintenance costs.

Next Steps: If the project is offered funding, you will receive guidance regarding the acquisition by governmental units of nonpoint source conservation easements and a land acquisition checklist for working through the real estate process as required. Request the publication titled “Land Acquisition Guidelines for Local Governments (Oct. 2003).”

If you have any questions about this section of the TRM grant application, or about the procedures for the purchase of easements or land through the TRM Grant Program, contact the Regional NPS Coordinator for your part of the state as listed in **Attachment C.**

Attachment C: DNR Regional Nonpoint Source Coordinators

South Central Region	
James Amrhein, (608) 275-3280 Grant/Platte/Sugar/Pecatonica Basin Fitchburg Service Center 3911 Fish Hatchery Rd., Fitchburg, WI 53711 Jim.Amrhein@dnr.state.wi.us	Andy Morton, (608) 275-3311 Lower Wisconsin Basin Fitchburg Service Center 3911 Fish Hatchery Rd., Fitchburg, WI 53711 James.Morton@dnr.state.wi.us
Ruth Johnson, (920) 387-7869 Upper and Lower Rock Basins DNR-Horicon Service Center N7725 HWY 28, Horicon, WI 53032-1060 Ruth.Johnson@dnr.state.wi.us	Carolyn Betz, (608) 266-9262 Lake Mendota Watershed DNR, WT/2 101 S. Webster St., Madison, WI 53707 Carolyn.Betz@dnr.state.wi.us

West Central Region	
Micah Oriedo, (715) 359-2402 Central Wisconsin Basin Wausau Service Center 5301 Rib Mountain Rd., Wausau, WI 54401 Micah.Oriedo@dnr.state.wi.us	Karen Voss, (715) 839-3746 St. Croix Basin, Lower Chippewa Basin 1300 W. Clairemont Ave. P.O. Box 4001, Eau Claire, WI 54702-4001 Karen.Voss@dnr.state.wi.us
Cindy Koperski, (608) 785-9984 LaCrosse/Bad Axe Basin, Black/Buffalo/Trempealeau Basin LaCrosse Service Center 3550 Mormon Coulee Rd., LaCrosse, WI 54601 Cindy.Koperski@dnr.state.wi.us	

Northern Region	
Tom Blake, (715) 365-8940 Headwaters Basin Northern Region Headquarters 107 Sutliff Ave., Rhinelander, WI 54501 Thomas.Blake@dnr.state.wi.us	Ruth King, (715) 635-4142 Upper Chippewa Basin, Lake Superior Basin Northern Region Headquarters 810 W. Maple St., Spooner, WI 54801 Ruth.King@dnr.state.wi.us

Northeast Region
John Young, (920) 662-5154 Lower Fox Basin, Upper Fox Basin, Upper Green Bay Basin, Lakeshore Basin, Wolf Basin DNR Service Center 2984 Shawano Ave., Green Bay, WI 54313 John.Young@dnr.state.wi.us

Southeast Region		
Craig Webster, (414) 263-8625 All agricultural projects region-wide 2300 N. Martin Luther King Drive Milwaukee, WI 53212 Craig.Webster@dnr.state.wi.us	Susan (Beaumier) Eichelkraut, (414) 263-8682 Milwaukee & Sheboygan River Basins 2300 N. Martin Luther King Drive Milwaukee, WI 53212 Susan.Eichelkraut@dnr.state.wi.us	Jim D'Antuono, (262) 574-2122 Illinois/Fox River Basin State Office Building 141 N. W. Barstow St., Waukesha, WI 53188 James.D'Antuono@dnr.state.wi.us
Jim Ritchie, (414) 263-8586 Milwaukee River Basin 2300 N. Martin Luther King Drive Milwaukee, WI 53212 Jim.Ritchie@dnr.state.wi.us	Pete Wood, (262) 884-2360 Root/Pike River Basin Sturtevant Service Center 9531 Rayne Rd., Suite 4, Sturtevant, WI 53177 Peter.Wood@dnr.state.wi.us	Maureen McBroom, (262) 574-2174 Illinois/Fox River Basin State Office Building 141 N. W. Barstow St., Waukesha, WI 53188 Maureen.McBroom@dnr.state.wi.us

Madison-Central Office
Kathleen Thompson, (608) 267-7568 TRM & Urban NPS and Storm Water Grants Coordinator DNR, WT/2 101 S. Webster St., P.O. Box 7921, Madison, WI 53707 Kathleen.Thompson@dnr.state.wi.us

Attachment D: Additional Best Management Practice Information

Disclaimer: This attachment contains a summary of the administrative rule requirements. Where discrepancies exist, the provisions of the rule will govern.

Reimbursement of Engineering Services Performed by Grantee Staff (Force Account)

Engineering services provided by county or municipal staff -- such as BMP design, construction management, inspection/certification -- required for the installation of agricultural or urban BMPs are eligible for cost sharing under TRM grants. These services, however, may only be cost shared following practice installation. (Services that do not result in the installation of a cost-shared BMP are not eligible for reimbursement). Subject to the limitations and restrictions below, the cost-share rate for these services is 70%, and funds provided for these activities count toward the $150,000 project cap. Because these activities are funded by tax-exempt state bonds, additional conditions govern reimbursement for force account work.

[Note: Technical services performed by a private contractor are eligible for cost sharing and are not subject to these restrictions.]

The following provisions apply when determining the eligibility of municipal or county employee hours for cost sharing:

- **Provision of Services by Municipal Staff on <u>Private</u> Land:**
  1) Engineering services by the governmental unit must lead to the direct installation or implementation of a BMP listed on a signed cost-share agreement or a Runoff Management grant. The services can only be reimbursed once the BMP is installed and certified as constructed according to engineering specifications.
  2) The governmental unit must have a written contract with the landowner or operator for the provision of engineering services. This written agreement must indicate services to be provided, a deadline for the product, and the cost of those services. Both parties must sign. The written agreement must be separate from the cost-share agreement, but reference the cost-share agreement by number.
  3) The governmental unit and technician must have local authority to perform the work.
  4) The governmental unit must comply with cost-containment procedures to assure that the design costs charged by the local government are reasonable and competitive. In some cases, this may mean that the governmental unit must submit a bid to the landowner.
  5) DNR reimbursement may not exceed 70% of actual total design and construction costs paid by the landowner (unless the CSA establishes hardship cost-sharing). Force account costs will be limited to the actual number of hours documented as spent on the cost-shared practice times the hourly rate (salary plus applicable benefits) of the technician directly working on the project.
  6) If the municipality is a county, and the county is also receiving funds from Wis. Dept. of Agriculture, Trade and Consumer Protection (DATCP) under s. 92.14, Wis. Stats., and ch. ATCP 50, the county must demonstrate through staff time reimbursement requests submitted to DATCP that the same staff time is not being repaid by both the DNR and the DATCP.
  7) As part of its reimbursement request, the governmental unit will also submit to the DNR the *Force Account Certification* request. This documentation will be provided at the with the final reimbursement request for that practice.
  8) The DNR reimbursement must be structured so that the amount calculated for engineering services does not exceed 5% of the total state reimbursement for that practice.
- **Provision of Services by Municipal Staff on <u>Public</u> Land:**

  All of the provisions listed above will apply with one modification. A TRM Grant Agreement between the DNR and the grantee will take the place of a cost-share agreement. Additional provisions of s. NR 153.27(4), Force Account Work, also apply.

Agricultural Cropping BMPs Not Eligible For TRM Grants

The following BMPs are not eligible for cost sharing under the TRM grant program because of current funding limitations:

- Contour farming
- Cover and green manure crop
- Nutrient management
- Pesticide management
- Residue management
- Strip cropping

Eligible Urban BMPs

Under s. NR 155.15(1)(b) the following urban BMPs are eligible for cost sharing in accordance with s. NR 154.04(42) or when utilizing technical standards developed and disseminated under subch. V of ch. NR 151:

- Urban BMPs - structural urban BMPs and other source area measures, transport system and end-of-pipe measures designed to control storm water runoff rates, volumes and discharge quality. See some limitations under "Pro-rating for Urban BMPs" below. Source areas are components of urban land use including rooftops, sidewalks, driveways, parking lots, storage areas, streets and lawns from which storm water pollutants are generated during periods of snowmelt and rainfall runoff.
- Structural Urban BMPs - detention basins, wet basins, infiltration trenches, infiltration basins or wetland basins. Cost sharing for structural urban BMPs may include easements, land acquisition, storm sewer re-routing and removal of structures, but only when needed to install the practice.
- Streambank stabilization and shoreland stabilization projects. Streambank restoration projects should utilize a combination of bioengineering and riprap.

Pro-rating for Urban BMPs

The State can only provide cost sharing for the water quality portion of a BMP designed to control runoff from existing development. Projects solely focused on new development, or to solve drainage and flooding problems, or for dredging, are not eligible for TRM funding. Cost-share allocations will be prorated for projects that combine eligible and ineligible components.

High-Efficiency Street Sweeper

Purchase of a high-efficiency street sweeper as part of an accelerated program will be eligible for a TRM grant in accordance with the following:

- Street sweeping involves the removal of grit, debris, trash and fine particulate material from urban impervious areas such as streets, parking lots and sidewalks. For purposes of this grant program, street sweeping is intended to significantly reduce the pollutant load in the existing urban areas served by storm sewers with curb and gutter. The expectation is that this will be accomplished through the use of a high-efficiency/combination sweeper. Examples of high-efficiency sweepers are regenerative air sweepers or sweepers that are a combination of a broom and vacuum sweeper in a single unit. Even the newest mechanical brush/broom sweepers are not considered high-efficiency sweepers and would not be eligible for cost sharing.

- Limitations to Funding:

  1) This grant program can only fund one high-efficiency sweeper per governmental unit.
  2) The costs for a high-efficiency sweeper can only be shared at a rate of 70% of the incremental difference between the cost of a new mechanical broom sweeper and the high-efficiency sweeper.
  3) Cost sharing may not be provided for operation and maintenance costs of a street sweeper, including disposal of the material collected by the street sweeper (although it should be disposed of in a manner approved by the Department) or for staff to operate the street sweeper.

- Accelerated Program:

  For a governmental unit requesting cost sharing for a high-efficiency sweeper, the following activities should be adopted to maximize the effectiveness of the program:

Attachment D: Additional Best Management Practice Information, cont.

1) Alternative side parking policies to allow the street sweeper complete access to the full length of the curb, as with snow removal;
2) Sweeping in the spring before spring rains wash the finer particles off the streets;
3) Sweeping in the high-density residential, commercial and industrial areas designated in the grant application, from the period of spring thaw through fall leaf pick-up, on a weekly schedule;
4) Continuation of the accelerated level of sweeping for a minimum period of ten years; and
5) Separate leaf and litter pick-up and proper disposal.

Construction in Streams and Wetlands

If you are proposing a project that might require plan approval or a permit under chs. 30 or 31, Wis. Stats., you should discuss your project proposal with the DNR water management specialist for your area before you submit your grant application. This is to avoid submittal of projects that DNR will be unable to approve based on water regulation laws. Examples of projects you should discuss with your water management specialist include:

- A project in or along a navigable water (such as streambank protection work or other grading project).
- Projects that impound water (such as a storm water detention pond discharging to a lake or stream, or a storm water detention pond near a lake or stream). Detention practices should not be located in the stream. Ponds constructed in navigable streams or wetlands must have acquired the appropriate chs. 30 or 31, Wis. Stats., permit(s) prior to submitting this grant application.
- A project involving wetlands or a potential discharge to a wetland.

Information about chs. 30 and 31, Wis. Stats., permits can be located on the DNR web site at:

http://dnr.wi.gov/org/water/fhp/waterway/index.htm.

The contacts for regional water management specialists are on the DNR web site at:

http://dnr.wi.gov/org/water/fhp/waterway/watermanagementspecialists.shtml.

Water management contacts are also available through the Regional NPS Coordinators (**Attachment C**).

NR 216 Permitted Municipalities

Except for the City of Racine, a municipality required to obtain a permit for its municipal separate storm sewer system discharges is **not** eligible for TRM grants to control activities that are required to comply with the provisions of ch. NR 216 and s. 283.33, Wis. Stats. Municipalities required to obtain WPDES storm water discharge permits are identified in s. NR 216.02 (1-4) and s. 283.33(1), Wis. Stats. This includes the permitted portions of the following:

- federal Phase I and Phase II municipalities;
- municipalities in the Great Lakes Areas of Concern;
- municipalities in priority watersheds with a population of 50,000 or more; and
- any community receiving a letter of designation from DNR stating that discharges from its storm sewer system either contribute to a violation of a water quality standard or are a significant contributor of pollutants to waters of the state.

Attachment E: Summary of Agricultural and Non-Agricultural Performance Standards

Disclaimer: This attachment contains a summary of the administrative rule requirements. Where discrepancies exist, the provisions of the rule will govern.

Summary of Agricultural Performance Standards

The following is a summary of the agricultural performance standards under subchapter II of ch. NR 151. All performance standards, except nutrient management, were effective October 1, 2002. The nutrient management standard was effective January 1, 2005 for croplands draining to impaired waters, outstanding/exceptional resource waters and drinking source water protection areas. The nutrient management standard is effective January 1, 2008 for croplands in other areas. The administrative code should be consulted for more detailed information.

Sheet, rill, and wind erosion

All cropped fields must meet the tolerable soil erosion rate ("T"). Soil loss will be estimated according to the Revised Universal Soil Loss Equation II (RUSLE II), or an appropriate wind loss equation, as referenced in ch. ATCP 50.

Manure storage facilities

All new, substantially altered or abandoned manure storage facilities must be constructed, maintained or abandoned in accordance with accepted standards. For protection against manure overflow from storms, facilities are required to maintain one foot of freeboard or adequate freeboard storage to contain the 25-year, 24-hour storm, whichever is greater. Existing facilities that are failing or leaking and pose an imminent threat to public health, fish, and aquatic life or that violate groundwater standards must be upgraded, replaced or properly abandoned.

Clean water diversions

Runoff from fields and buildings must be diverted away from contacting feedlots, manure storage areas, and barnyards located within 300 feet of a stream, 1,000 feet of a lake, areas susceptible to groundwater contamination or areas up-gradient of private wells. Susceptibility to groundwater contamination is based on distance from private or municipal wells, distance to karst (e.g., sinkhole) features, composition of soil and depth of soil over groundwater or bedrock.

Nutrient management

Parties responsible for applying nutrients to agricultural fields must do so in accordance with a nutrient management plan. The plan must be designed to limit or reduce the discharge of nutrients to waters of the state, for purpose of complying with water quality standards. Plans for croplands draining to outstanding resource waters, exceptional resource waters or Clean Water Act s. 303(d) waters must also be designed to manage soil nutrient concentrations.

Manure management prohibitions

No livestock operation, regardless of size, can have any of the following:

- Manure storage facility overflows.
- Unconfined manure piles within 300 feet of a stream or 1,000 feet of a lake or areas susceptible to groundwater contamination.
- Direct runoff from a feedlot or stored manure into state waters.
- Unlimited access by livestock to state waters where the high concentration of animals prevents maintenance of adequate sod or self-sustaining vegetative cover. The prohibition does not apply to properly designed, installed, and maintained livestock/farm equipment crossings.

Attachment E: Performance Standards, cont.

Summary of Non-Agricultural Performance Standards

The following summary of non-agricultural performance standards under subchapters III and IV of ch. NR 151 is provided to ensure that TRM projects do not work at cross-purposes to these performance standards. The administrative code should be consulted for more detailed information.

Note: Of the items presented, TRM grants will mainly be used to meet the 20-40% reduction in TSS.

Section NR 151.11: Construction Sites in New Development and Redevelopment

During construction, land disturbance of one acre or more will need to control 80% of the sediment load coming off the construction site to the maximum extent practicable. In addition, these sites must also prevent tracking of sediment onto roads; prevent the discharge of sediment during site de-watering; protect storm drain inlets; and properly use, store and dispose of chemicals, cement and other construction materials.

Section NR 151.12: Post-Construction in New Development and Redevelopment

After October 1, 2004, construction sites of one acre or more that were subject to the construction performance standards of s. NR 151.11 must provide storm water management plans that meet the performance standards listed below. Required performance standards include the following:

- **Total Suspended Solids**

  Eighty-percent of the total suspended solids that would normally run off the site in an average year must be retained. The reduction goal for redevelopment is 40%. For in-fill development under five acres that occurs prior to October 1, 2012, the reduction goal is 40%. All other in-fill development has a reduction goal of 80%.

- **Peak Discharge Rate**

  The pre-development peak runoff discharge rate for the 2-year, 24-hour design storm must be maintained or reduced.

- **Infiltration**

  A portion of the volume of water running off the site must be infiltrated:

  - ✓ For residential land uses, that portion is either 90% of the pre-development infiltration volume or 25% of the post-development runoff from the 2-year, 24-hour storm. No more than 1 percent of the site would have to be dedicated to meeting the infiltration requirement.
  - ✓ For non-residential land uses (commercial, industrial, institutional), the portion to be infiltrated is 60% of the pre-development infiltration volume or 10% of the post-development runoff from the 2-year, 24-hour storm. For these sites, the cap is set at 2% of the project site.

  The rule identifies situations where infiltration is optional and others where it is prohibited in order to protect groundwater.

- **Protective Areas**

  Permanent vegetative buffer areas must be maintained around lakes, streams, and wetlands to filter pollutants and protect against erosion. Buffer sizes range from 50-75 feet for most resources, varying according the type and classification of the waterbody.

- **Fueling and Maintenance Areas**

  Petroleum product runoff from fueling and vehicle maintenance areas must be controlled to remove any visible sheen.

Attachment E: Performance Standards, cont.

Section NR 151.24: Transportation Facilities

Roads and associated structures are also subject to the post-construction performance standards. Some specific modifications are made in recognition of the unique character of transportation facilities:

- Exemption from post-construction performance standards for highway resurfacing, reconditioning or minor re-construction; and
- Option to use a water quality designed swale to meet the post-construction performance standard.

Note: ch. NR 152: Model Ordinances for Construction Site Erosion Control and Storm Water Management contains, as appendices, model ordinances for both storm water management and for construction erosion control sites, exclusive of building construction, which is regulated by the Wisconsin Department of Commerce. The performance standards included in the model ordinances are taken from ch. NR 151. Adoption of the ordinances by the governmental unit is voluntary. The purpose of ch. NR 152 is to bring about voluntary uniformity of regulations that affect municipalities.

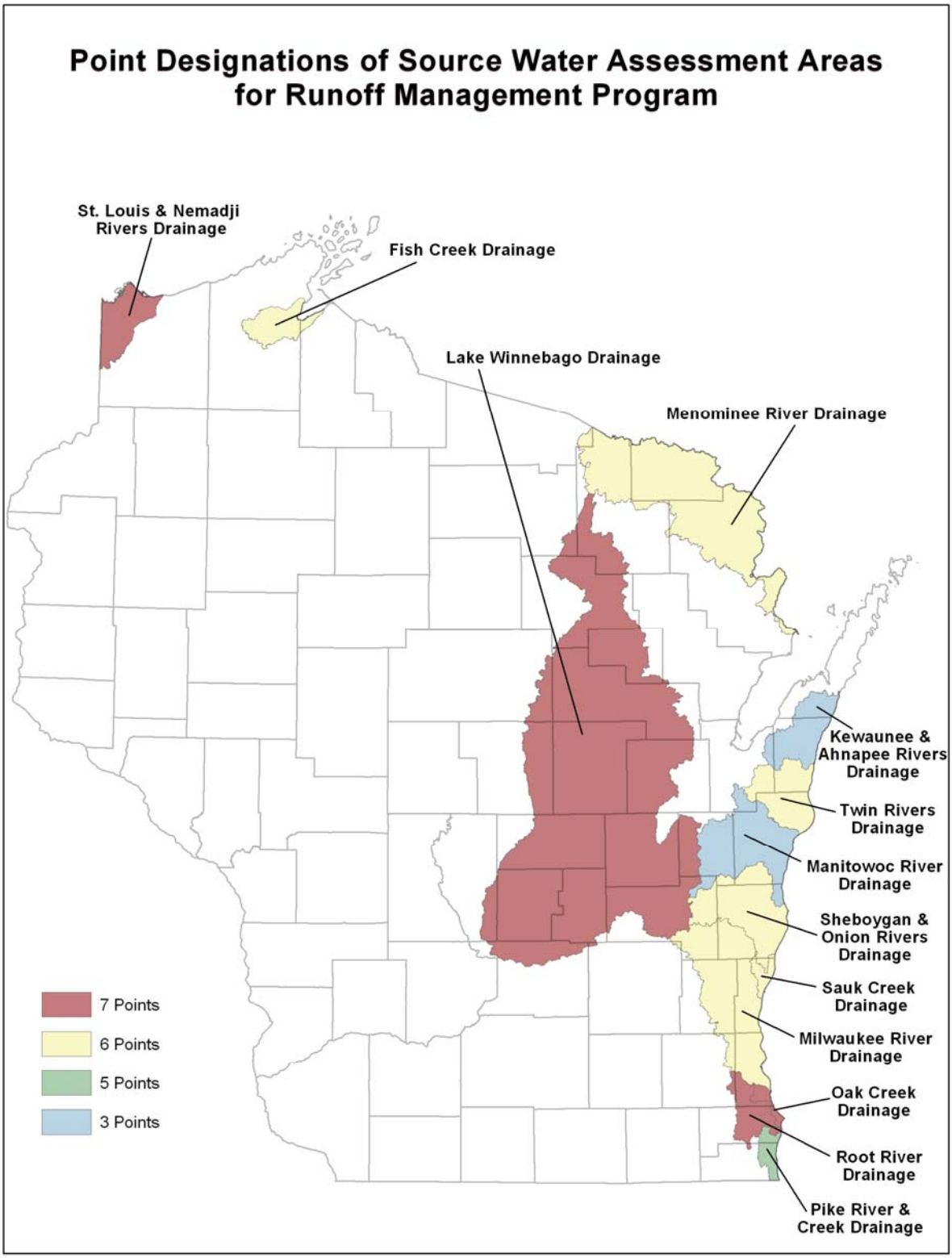
Section NR 151.13: Developed Urban Area Performance Standards

These performance standards apply to incorporated cities, villages and towns with a population density of 1,000 people or more per square mile. By March 10, 2008, these local units of government will be responsible for implementing a storm water management program that includes the following:

- Public education on the proper management of leaves and grass clippings, lawn and garden fertilizers, and pet wastes, and the prevention of oil and chemical runoff into storm sewers;
- A municipal program for proper management of leaves and grass clippings, including public information about the program;
- Application of nutrients on municipally owned property in accordance with a nutrient application schedule; and
- Detection and elimination of illicit discharges.

Those governmental units that are subject to a storm water permit under ch. NR 216 must also reduce total suspended solids within the municipal boundary by 20% by March 10, 2008. By March 10, 2013, these municipalities will be required to reduce total suspended solids by 40% (an additional 20% reduction).

Attachment F: Part III, Question 5-Bonus Points



Attachment G: Groundwater Susceptibility

NR 151.015 (18): Definition of "Susceptible to Groundwater Contamination"

"Site that is susceptible to groundwater contamination" under s. 281.16 (1) (g), Wis. Stats., means any one of the following:

(a) An area within 250 feet of a private well;

(b) An area within 1,000 feet of a municipal well;

(c) An area within 300 feet upslope or 100 feet downslope of karst features;

(d) A channel with a cross-sectional area equal to or greater than 3 square feet that flows to a karst feature;

(e) An area where the soil depth to groundwater or bedrock is less than 2 feet;

(f) An area where the soil does not exhibit one of the following soil characteristics:

1. At least a 2-foot soil layer with 40% fines or greater above groundwater and bedrock;
2. At least a 3-foot soil layer with 20% fines or greater above groundwater and bedrock;
3. At least a 5-foot soil layer with 10% fines, or greater above groundwater and bedrock.

Karst feature: an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets, rain, snow, ice melt or similar water that moves on the land surface via sheet or channelized flow.

Sinkhole: a topographic depression (unless filled) in which bedrock is dissolved or collapsed. Sinkholes may be open, covered, buried, or partially filled with soil, field stones, vegetation, weathered bedrock, water or other miscellaneous debris. Sinkholes are usually circular, funnel-shaped or elongated. Sinkhole dimensions vary by region. Wisconsin sinkholes generally range between 20 to 30 feet in diameter and 4 to 10 feet deep, although some can be wider and/or deeper.

Enlarged Fracture: solution-enlarged or -widened bedrock fracture that usually narrows with depth.

Pavement: extensive bare areas of exposed bedrock surfaces with many enlarged fractures or sinkhole features.

Fracture Trace: linear feature, including stream segment, vegetative trend and soil tonal alignment.

Spring/Seep: intermittent or permanent seepage of water from ground surface or bedrock outcrop or karst area.

Cave: natural cavity, large enough to be entered, which is connected to subsurface passages in bedrock.

Swallet: a place where surface or stormwater drainage disappears underground.

Karst Fen: marsh formed by plants overgrowing a karst lake or seepage area.

Mine Feature: a man-made shaft, tunnel, cave, hole, or other feature created for mining purposes.

Attachment H: Environmental Hazards Assessment

An environmental inspection is required for all TRM projects with land disturbing activity. The purpose of this inspection is to determine whether there is any environmental contamination or potential for contamination on the property.

Contamination at a project site may pose an environmental hazard that can delay or terminate a project. Once a project is selected for funding, DNR will require that the applicant submit the Environmental Hazards Assessment Form (DNR Form #1800-001). Although the assessment is not required as part of the grant application, DNR recommends that the assessment process be initiated early if site contamination is known or suspected.

If an assessment shows that contamination is present or likely, DNR may, at its discretion, rescind the grant offer due to potential project delays. The TRM Grant Program does not share in the cost of environmental clean-up of contaminated areas.

Assessment of a Property's Environmental Condition

If the project requires land acquisition, be aware that contaminated properties may require more time and effort to purchase than other properties. In all DNR grant programs, resolving contamination issues is a prerequisite to receiving a grant.

The environmental inspection may be done by a representative of your organization using the Environmental Hazards Assessment Report Form (DNR Form #1800-001), available from your DNR grant specialist or from the attached PDF file.

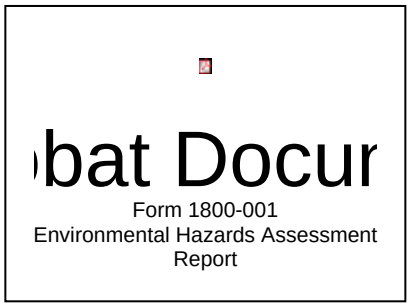
If the Environmental Hazards Assessment indicates there may be contamination on the property, the DNR may require you to confirm whether or not contamination is present by ordering a Phase 1 Environmental Assessment (EA) from a specialist in the field. As a general rule, a Phase 1 EA should always be completed for any of the "lands of special concern" sidebar.

LANDS OF SPECIAL CONCERN

While no property should be assumed to be free of contamination, certain types of property are more likely to be contaminated than others. A Phase I Environmental Assessment should always be ordered for the following:

- Any site previously developed and now vacant
- Any current or previous industrial or commercial site
- Any site used for storage or warehousing of commercial or industrial materials
- Any site where the following are visible: dumps, debris piles, discarded storage drums, monitoring wells, areas previously burned
- Orchards
- Railroads and railroad spurs
- Suspected former landfills
- Areas without vegetation
- Areas with a history or likelihood of underground storage tanks
- Any site adjacent to any of the above

You will need the landowner's permission to order an EA, plus you must determine who will pay for the assessment, which can be expensive ($1,000-$10,000 or more). If you receive a grant, the DNR may pay a portion of your costs of a Phase 1 EA as part of the grant. The DNR, however, cannot help pay for the costs of clean-up.



Did you know that…The DNR is part of a multi-agency, statewide effort to encourage the clean up of brownfields through design and support, providing financial incentives, liability protections, and other tools for local governments and others. The DNR has Remediation & Redevelopment (R&R) staff in every regional office that can discuss these topics as they relate to your project. Contact your DNR grant specialist to connect with an R&R specialist.